

Procedures for the NOvA speakers committee
(as) Approved by the NOvA Executive Committee, April 2009
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1.0 Purpose

The Purpose of the NOvA speakers committee (NOSC) is to recommend speakers for conferences and workshops, and talks at National or International Laboratories. Where possible and appropriate, NOSC should solicit and promote NOvA talks. The chairperson will keep a record of NOvA talks. For the purposes of this committee, any talk whose content is primarily about the NOvA experiment is considered a NOvA talk.

2.0 Members

The chairperson and other members of the NOvA Speakers committee are appointed by the co-spokespersons and approved by the Executive Committee. A usual term is for 2 years, but any member can be replaced by the co-spokespersons at any time.

3.0 Meetings

Meetings will be held as needed and called by the chair. Business can be conducted by email.

4.0 Procedure for seminars and colloquia

Collaborators should let the NOSC chairperson know about any seminar or colloquium about NOvA. Except as specified below, collaborators do not need NOSC approval for a NOvA seminar or colloquium.

5.0 Procedure for most meetings and workshops

The committee should solicit collaborators' interest in giving talks at various conferences workshops, and national or international laboratories and then decide by majority vote on an appropriate speaker, in consultation with the cospokespersons. The committee will use several criteria to choose speakers including: fairness, previous talk opportunities, quality of the speaker, match of the speaker's interest to the particular meeting, and the promotion of opportunities for younger collaborators.